



**Coubro Chambers**

**11 West End**

**HOLBEACH**

**Spalding**

**Lincs.**

**PE12 7LW**

**Tel: 01406 426739**

**Email: holbeachpc@btconnect.com**

**Clerk: Deputy Clerk/ RFO: Jan Hearsey**

Dear Councillor,

I summon you to a Meeting of the above Council to be held on Zoom on Monday 8<sup>th</sup> February 2021 commencing at 19:00 there will be no Open Forum.

Topic: Holbeach Parish Council Meeting

Time: Feb 8, 2021 07:00 PM London

Join Zoom Meeting

<https://zoom.us/j/3909873617?pwd=TVZUZlQ3ckZlRXVNOEozZTVONGtJZz09>

Meeting ID: 390 987 3617

Passcode: 907038

Yours sincerely,

*Jan Hearsey*

## **AGENDA**

### **1. Apologies**

### **2. Declarations of Interest**

Nolan principles & Non-disclosure

### **3. Minutes of previous Meetings – 18<sup>th</sup> January 2021**

### **4. Police and County Matters**

(a) Police matters

(b) District matters

- (c) County matters
- 5. Highways Matters (Deputy Clerk)**
  - (a) Road closures
- 7. Allotments (Cllr Graham Rudkin)**
  - (a) Chairman of Allotments Report
- 8. Carters Park and Parish Playing Field (Cllr Kelly Wilson)**
  - (a) Chairman of Parks and Playing Fields Report
  - (b) Locking up arrangements
- 9. Cemeteries – All Saints, Park Road and Hallgate (Cllr Paul Gunn)**
  - (a) Chairman of Cemeteries and Closed Churchyard's Report
  - (b) Cemetery Chapels report
  - (c) Memorial inscriptions and burial reserved plots for approval
- 10. Fishpond Lane Nature Reserve (Cllr Laurence Marchant)**
  - (a) Chairman of Nature Reserve report
- 11. Holbeach Bank Playing Field (Cllr Eddie McNally)**
  - (a) Chairman of Holbeach Bank Playing Fields Report
- 12. Planning Applications (Cllr Eddie McNally)**
  - (a) Chairman of Planning's Report
- 13. Properties (Cllr Isobel Hutchinson)**
  - (a) Chairman of Properties Report
- 14. Financial statement and presentation of payments for approval (Cllr Rachel Flood)**
  - (a) Chairman of Finance Report including recommendations of Finance Working Party of 1<sup>st</sup> February 2021
  - (b) Financial Statement
  - © Insurance contract period
  - (d) Review and adopt Grants policy
- 15. To appoint a Chairman of Health & Safety following the resignation of Cllr Laurence Marchant due to personal reasons.**
- 16. PR/IT Working Party (Cllr Stephen Johnson)**
  - (a) Chair of PR/IT working party report
  - (a) Cllr P Sparkes, IT Tenders
  - (c) Microsoft 365 migration
- 16. Training & Employment**
  - To appoint an HR Committee
- 17. Staffing Matters – resolve to take “In Closed Session**
  - (a) To restructure admin roles and appoint new Clerk & Deputy Clerk

**18. Any other business by leave of Chairman (Cllr G Rudkin)**

**19. Agenda items for next Meeting**

**20. Confirm date and venue of next Parish Council Meeting**

March 8<sup>th</sup>, 2021 via Zoom. Following the Annual Parish Meeting. (therefore there will be no Open Forum)